



**Department of Public Works**

Street & Park Department  
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**CITY OF BURLINGTON  
PARK BOARD MINUTES  
THURSDAY, APRIL 20, 2017 6:30PM  
2200 S. Pine Street, Burlington, WI 53105**

Chairman Darrel Eisenhardt, Commissioners Jennifer Amborn, Clay Brandt, Lori Hintz, Jeff Schopp, Lisa Wasik, Ald. Ruth Dawidziak, Jim Bergles, Director of Public Works, Student Rep. Alexis Meyers
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**Chairman Darrel Eisenhardt called the meeting to order at 6:30 P.M.**

**Roll Call: Present:** Commissioners Jennifer Amborn, Jeff Schopp, Lisa Wasik, Ald. Ruth Dawidziak, Jim Bergles, and Director of Public Works, Student Rep. Alexis Meyers and Chairman Darrel Eisenhardt. Also present: Steve DeQuaker, Treasurer. Excused: Clay Brandt and Lori Hintz.

**Approval of March 16, 2017 Park Board Minutes:** Chairman Eisenhardt entertained a motion to approve the March 16, 2017 Park Board Minutes. Motion to approve made by Commissioner Amborn. Seconded by Commissioner Wasik. All voted aye, motion carried.

**Citizens Comments:** None

**Aldermanic Report: Ruth Dawidziak:** Ald. Dawidziak reported that the Congress Bathroom project is moving forward and since the City will be paying the costs, it is important for the Park Board to move forward with determining what should be done next from the Comp Plan.

**DPW Report: Jim Bergles, Director of Public Works:** Mr. Bergles reported that Karlie Thate, Dog Park President resigned from the Dog Park Committee due to family obligations. Chris Hohensee, Dog Park Treasurer would serve as acting President until someone takes the President's position full time. Ms. Hohensee had stopped into the DPW offices to distribute the Dog Park Committee financials, which were distributed to the Park Board Members. Ms. Hohensee will be at the May Park Board meeting.

Mr. Bergles stated the Echo Park kitchen had been broken into with damage being done to the door and lock. He estimated damage between \$500 and \$600. The Police Department had been notified.

Mr. Bergles stated he is still interviewing for Park Attendant and Gavin Foote is the Compost Site Attendant.

**New Business:**

**Little League Toilet Replacement – Nick Hancock:** Mr. Hancock was not present at this evenings meeting, as there was no need. The project would be moving forward.

**Task Order #102, Eng. Services, Congress Restrooms – Jim Bergles, Director of Public Works:**

Jim Bergles, Director of Public Works reported that the Congress Restroom design was being modified as the original plans were too big, and needed to be ADA compliant.

**Fundraiser for Nora Lawton -Eric Goslawski:** Mellisa Demant was present for Eric Goslawski regarding fees for their Park Reservation for the fundraiser for Nora Lawton in September at Echo Park.

Ms. Demant also asked for the use of the Gazebo, which she was told they could use. She also had questions about putting up tents for the raffle prizes. She was told that a certificate of insurance would need to be provided, and that she should contact Jim Bergles, Director of Public Works regarding where the tents could be placed. Ms. Demant also was instructed that she would need a Special Event Permit from City Hall for selling food and alcohol.

Chairman Eisenhardt entertained a motion to waive the Park Reservation fees for the fundraiser for Nora Lawton, for use of the pavilions and gazebo at Echo Park in September. Motion to waive made by Ald. Dawidziak. Seconded by Commissioner Wasik. All voted aye, motion carried.

**Review Comp Plan Prioritized Listing:** Will be on May Park Board Agenda for discussion.

**Other Items:**

Chairman Eisenhardt distributed the BB2000 Summary of Receipts and Disbursements. The ending balance being \$17,806.27. Chairman Eisenhardt presented wording for a sign that was given to him asking if it could be put on the baseball field. After some discussion, Jim Bergles, Director of Public Works stated he would contact BB2000 regarding certain language that could not be used.

Steve DeQuaker, Finance Director was present to review with the Park Board the Park Board Development Funds in addition to the Parks Department Budget. Mr. DeQuaker stated he would start attending Park Board meetings quarterly.

Jim Bergles, Director of Public Works presented Chairman Darrel Eisenhardt a service recognition plaque signed by Jeannie Hefty, Mayor, thanking him for his 21 years of service on the Park Board. All members thanked Mr. Eisenhardt for everything he has done over the years for the improvement of the City of Burlington Parks.

**There being no further items for discussion, Chairman Eisenhardt entertained a motion to adjourn. Motion made by Commissioner Wasik. Seconded by Commissioner Amborn. Chairman Eisenhardt adjourned the meeting 7:15 P.M.**

**Minutes Respectfully Submitted By:**

**Deb Rintamaki  
Department of Public Works**